

## KITTERY PORT AUTHORITY

APPROVED  
July 5, 2012  
7:00 – 7:32 p.m.  
Council Chambers

Members Present: John Carson, Chairman, Barry Bush, Bob Melanson, Kelly Philbrook, Tom Smith, Ray Grenier and Harbormaster Mike Blake.

Members Absent: Joan Castellano

### 1. Pledge of Allegiance

### 2. Minutes:

Mr. Melanson moved to approve the June 7, 2012 minutes as amended

Mr. Smith seconded

Motion carries unanimously

### 3. Budget Report

- YTD – May 2012 financials were provided to the Committee members.
- 2013 Operating – No change in requested amount of \$102,632.
- CIP – No further information on budget status.
- Year End Bills – Remaining bills totaling \$3,430 have been submitted to the Town Manager and include:
  - Frisbee Pier consultant charges;
  - Costs related to changes prior to design of Frisbee Pier;
  - Work on holding tanks;
  - Waste management bills through end of June.

A ladder quote for the Frisbee Pier has been received, totaling approximately \$4,000.

### 4. Harbor Master Segment

- A reported stolen dinghy was found in Pepperrell Cove; kayak found in Spruce Creek;
- Old floats from Pepperrell Cove moved to Traip launch. This was accomplished with the help of Independent Boat Haulers and the Kittery DPW;
- Wrocklage mud mooring is not in the navigable channel;
- K-1 and K-2 moorings inspected and updated for the season;
- The harbormaster boat mooring has been inspected;
- Pepperrell Cove navigational aids were last inspected in 2005 and need to be replaced;
- Met with representatives from Maine Island Trail. MIT is interested in utilizing Wood Island as part of the trail that will start in Kittery;
- Installed no-wake buoys in Spruce Creek and Chauncy Creek;
- Hoist is installed and operational;
- Flagpole on Kittery pier has been installed;

- Peter Walsh will mark all unmarked buoys by July 31;
- Finalizing pier celebration, including the possibility of auctioning a grill and charging a small price for tickets to pay overhead costs of the celebration and a possible donation, to be determined;
- Fees totaling \$87,328 have been collected, or approximately 88%; reminders have been emailed.
- There are no exact numbers on launch fees, but it is estimated they total \$400-\$600 on good weekends.

#### Marinas, Piers, and Floats

- Public Hearing – Application of Laurie Smith to construct a 4' x 40' pier with a 3' x 40' ramp and a 10' x 12' float on the property of Laurie and Greg Smith at 24 Goodwin Road, Gerrish Island, Kittery Point, ME 03905. Liz Dupre of Clear Water Environmental Agent – delayed by agreement until August Meeting

#### 5. Public Segment

##### Milton Hall

- He reported that the floats have been placed, but the steel lugs are exposed, so he placed fenders over them to prevent damage to boats.
- Regarding Navy Yard floats in back channel are interfering with the lobstermen. Mr. Carson has been in discussions with officials, but no resolution to date.

#### Projects

- Big Grant Project – Mr. Bush was unable to attend the meeting. Mr. Carson advised the Town Manager this project needs to move forward.
- Frisbee Pier Replacement Status – There is no electrical hook up for the hoist; a final bill from Patton has been received and is being reviewed; the ladder quote was received; lights on corner of the pier will be hooked up soon; the light on the restaurant may need to have the motion sensor replaced to operate effectively.  
Ms. Philbrook asked about an additional ladder for the winter float, or will the ramp be left down. Mr. Carson asked Tom Smith to request a revised quote for an additional ladder.

#### 6. Correspondence & Comments to / from the Chairman

- Rewrite of Rules & Regulation
  - ACOE comment on KPA rules and regulations have been received. Mr. Carson will be meeting with the Town Attorney to review. He asked Committee members to review and add suggestions.
- New Frisbee Town Pier Opening Celebration
- Grant Application & Fund Raising
  - SHIP Grant Application is due August 3. The intent to file has been submitted.

- Dan Stewart, DOT, suggested referencing the BIG grant when submitting the application, and will work with the KPA on the submittal. Items to be included in the grant request include utility relocation, repaving, and a second ladder.
- Folcott Road Dock. Mr. Carson spoke with Pickering Marine and was told the dock was seasonal, and the permit was written as such. However, the owner would like a year round dock. This request will be reviewed further.
- The Annual report is due July 20. Mr. Carson asked for Committee members to submit items for inclusion.
- Frisbee Holdings LLC pier was approved by the Town Council.

7. Board Members - New and Old Business  
There was none.

11. Adjournment

Mr. Melanson moved to adjourn

Mr. Bush seconded

Motion carries unanimously

The Kittery Port Authority meeting of July 5, 2012 adjourned at 7:32 p.m.

Submitted by Jan Fisk, July 9, 2012